

Menu Workbook

National School Lunch and Breakfast Programs

**Arizona Department of Education
Revised July 1999**

SCHOOL LUNCH AND BREAKFAST MENU WORKBOOK

TABLE OF CONTENTS

The School Nutrition Programs	1
Nutrition Requirements and Menu Planning Options.....	3
Nutrition Goals	4
Traditional Meal Pattern for Lunch	6
Food Based Meal Pattern for Lunch.....	7
Traditional and Food Based Meal Pattern Additional Requirements for Lunch	8
Family Style Meal Service	10
Noncreditable Foods in the National School Lunch Program	11
NuMenus and Assisted NuMenus	12
Offer Versus Serve at Lunch	13
Salad/Theme Bar	16
A La Carte Service and/or Snack Bar Lines	20
Alternate Food Items	21
Restricted Competitive Foods	22
Traditional and Food Based Meal Pattern for Breakfast.....	23
Traditional and Food Based Meal Pattern Additional Requirements for Breakfast ..	24
Offer vs. Serve at Breakfast	25
NuMenus and Assisted NuMenus for Breakfast.....	26
Reimbursement for Snacks in After School Care Programs.....	27
Requirements for Food Production Records	30
Food Production Worksheets	31
Requirements for Convenience Foods	37
Child Nutrition (CN) Label	37
Production Specification Sheets.....	38
Nutrient Data Requirements	40
Foods High in Vitamin A,C, and Iron	Appendix I
Grains/Breads Minimum Portion Sizes for Traditional and Food Based Meal Patterns.....	Appendix II
Meal Patterns for Infants.....	Appendix III
Exemptions to Restricted Foods.....	Appendix IV

THE SCHOOL NUTRITION PROGRAMS

The National School Lunch Act of 1946 established the National School Lunch Program to safeguard the health and well-being of our nation's children. The program is designed to provide nutritious meals that meet the Dietary Guidelines for Americans and promote healthy food choices among children.

The goal of every school food service program is to serve nutritionally adequate, attractive, acceptable and moderately priced meals. Four menu planning options are available to choose from—but the quality of the meal depends upon the knowledge, ability and judgment of the person using the menu in planning food combinations that will be acceptable to students.

When planning menus, keep in mind the following general points:

- *The menu is the focal point of the school lunch and breakfast programs. It is the basis for all activity in these programs from planning to purchasing, to production, to service and cleanup, and to the ultimate satisfaction of students' appetites.

- *The menu is a management tool. Successful management of the school lunch and breakfast programs starts with menu planning. The quality of the meal and success of the programs depend on the knowledge and skill of the menu planner. The menu planning activity also provides an opportunity for nutrition education and for involving students, parents and school personnel in the school lunch and breakfast programs.

- *Successful menu planning requires knowledge in several areas, such as:

- the lunch and breakfast programs' purpose and goals, requirements and recommendations
- students' food preferences so that the menu can reflect those preferences
- food costs and the amount of money available
- what foods are available for the period for which menus are being planned
- the availability and experience of personnel
- kitchen layout and capacity of equipment
- food preparation and work scheduling
- food merchandising so that the meal will be well accepted by the school-aged customer being served

- *Cycle menus can be a definite advantage in schools implementing the school lunch and breakfast programs to make forecasting more accurate. Advantages to using cycle menus include saving time, increasing efficiency, as well as allowing for seasonal variations and special events.

Because the school food service programs exist for students, student and parent involvement in menu planning is recommended. Students who serve on advisory committees can provide helpful information about current menu items, serve as a taste panel for new food items and do promotional work for the school food service program. Both elementary and secondary students can make a valuable contribution to menu planning.

The *Menu Workbook and Food Buying Guide* provides information on the menu planning and meal service options available in the National School Lunch and Breakfast Programs. While complete information on menu planning using the Traditional meal pattern is provided in this workbook, for more specific information on Food Based Menu Planning, Nutrient Standard Menu Planning (NuMenus) and Assisted NuMenus, please refer to the *Healthy School Meals Training* manual.

NUTRITIONAL REQUIREMENTS AND MENU PLANNING OPTIONS

Nutritional Requirements

Meals served under the National School Lunch Program and School Breakfast Program are required to meet the Dietary Guidelines for Americans and the following nutrition goals (also see tables on page 4):

- ◆ Recommended Daily Allowances (RDA)
 - 1/3 of the RDA for lunch and 1/4 of the RDA for breakfast for protein, vitamin A, vitamin C, calcium and iron
(See Appendix I for a list of foods high in vitamins A, C and iron)
- ◆ Age-Appropriate Calorie Goals
- ◆ Dietary Guidelines for Americans
 - 30% or less of calories from total fat
 - 10% or less of calories from saturated fat
 - decrease in sodium
 - decrease in cholesterol
 - increase in fiber
 - increase in carbohydrate

Menu Planning Options

To achieve the nutrition goals, menus must be planned one of two ways, using either a meal pattern or using a computerized nutritional analysis software program. The menu planner can choose from one of four menu planning methods:

Meal Pattern

- 1) Traditional Meal Pattern
- 2) Food Based Menu Planning

Computerized Nutritional Analysis

- 1) NuMenus (Nutrient Standard Menu Planning)
- 2) Assisted NuMenus (Assisted Nutrient Standard Menu Planning)

The **Traditional Meal Pattern** consists of five different food items from four food component groups: meat/meat alternate, grains/breads, vegetables/fruits and milk. Minimum quantities of each component are specified by grade/age group.

Food Based Menu Planning follows the same structure as the traditional meal pattern, but with different grade/age groupings and increased serving sizes for vegetables/fruit and grains/breads for lunch. These enhancements to the traditional meal pattern make it easier to achieve the nutrition goals.

With the traditional pattern and the food based plan, schools are not required to have their menus analyzed but are encouraged to do so in order to ensure that the nutrition goals are met.

NuMenus is based upon the analysis of nutrients in the offered foods. Meals are designed to meet the nutrient standards listed above; there is no set meal pattern. The only food required to be offered is milk. The nutrient analysis requires use of a USDA-approved computer software program.

Assisted NuMenus is similar to NuMenus, but menus are analyzed and/or developed by entities other than the school.

NUTRITION GOALS

BREAKFAST

Calories and Nutrient Levels for School Breakfast (school week averages)			
	Preschool	Grades K-12	Option Grades 7-12
Energy Allowances (calories)	388	554	618
Total Fat (g) ³	13 ¹	18 ¹	21 ¹
Total Saturated Fat (g) ³	4 ²	6 ²	7 ²
Protein (g)	5	10	12
Calcium (mg)	200	257	300
Iron (mg)	2.5	3.0	3.4
Vitamin A (RE)	113	197	225
Vitamin C (mg)	11	13	14

¹ Total fat not to exceed 30 percent over a school week

² Saturated fat to be less than 10 percent over a school week

³ The grams of fat will vary depending on actual level of calories

LUNCH

Calories and Nutrient Levels for School Lunch (school week averages)				
	Preschool	Grades K-6	Grades 7-12	Grades K-3 Option
Energy Allowances (calories)	517	664	825	633
Total Fat (g) ³	17 ¹	22 ¹	28 ¹	21 ¹
Total Saturated Fat (g) ³	6 ²	7 ²	9 ²	7 ²
Protein (g)	7	10	16	9
Calcium (mg)	267	286	400	267
Iron (mg)	3.3	3.5	4.5	3.3
Vitamin A (RE)	150	224	300	200
Vitamin C (mg)	14	15	18	15

¹ Total fat not to exceed 30 percent over a school week

² Saturated fat to be less than 10 percent over a school week

³ The grams of fat will vary depending on actual level of calories

Sodium, Cholesterol and Fiber

Healthy school meals also need to reflect a decrease in sodium and cholesterol and an increase in fiber. Although there are no RDAs for sodium, cholesterol and fiber, the Arizona Department of Education, Child Nutrition Programs have adopted the following recommendations by the National Heart, Lung, and Blood Institute and the National Cholesterol Education Program:

- *Sodium:* 2mg/Calorie
- *Cholesterol:* Lunch = Grades K-6 = 71mg; Grades 7-12 = 72 mg Breakfast = 54 mg
- *Fiber:* 1g/100 Calories

For example, for children in grades K-6 the Calorie level for the school week average is 664.

- Sodium: $2 \text{ mg} \times 664 = 1328 \text{ mg}$ (not to exceed)
- Cholesterol: 71 mg (not to exceed)
- Fiber: $664 \div 100 = 6.64$ (a minimum)

Food Based Meal Pattern Lunch					
Minimum Quantities					
<i>Meal Component</i>	Required				Option
	Ages 1-2	Preschool	Grades K-6	Grades 7-12	Grades K-3
Milk (as a beverage)	1/4 cup (6 fl. oz.)	3/4 cup (6 fl. oz.)	1/2 pint (8 fl. oz.)	1/2 pint (8 fl. oz.)	1/2 pint (8 fl. oz.)
Meat/Meat Alternate (quantity of the edible portion as served) A serving of one of the following or a combination to give an equivalent quality: Lean meat, poultry or fish Cheese Large egg Cooked dry beans or peas Peanut butter or other nut or seed butters Yogurt The following may be used to meet no more than 50% of the requirement and must be used in combination with any of the above: Peanuts, soynuts, tree nuts or seeds, as listed in program guidance, or an equivalent quantity of any combination of the above meat/meat alternate					
	1 oz.	1 1/2 oz.	2 oz.	2 oz.	1 1/2 oz.
	1 oz.	1 1/2 oz.	2 oz.	2 oz.	1 1/2 oz.
	1/2	3/4	1	1	3/4
	1/4 cup	3/8 cup	1/2 cup	1/2 cup	3/8 cup
	2 Tbsp.	3 Tbsp.	4 Tbsp.	4 Tbsp.	3 Tbsp.
	4 oz.	6 oz.	6 oz.	8 oz.	6 oz.
	1/2 oz.=50%	3/4 oz.=50%	1 oz.=50%	1 oz.=50%	3/4 oz.=50%
Vegetables/Fruits 2 or more servings of vegetables or fruits or both to total	1/2 cup	1/2 cup	3/4 cup plus extra 1/2 cup over a week ¹	1 cup	3/4 cup
Grains/Breads ³ Must be enriched or whole grain. A serving is a slice of bread or an equivalent serving of biscuits, rolls, etc., or 1/2 cup of cooked rice, macaroni, noodles, other pasta products or cereal grains	5 servings per week ¹ Minimum of 1/2 per day ²	8 servings per week ¹ Minimum of 1 per day ²	12 servings per week ¹ Minimum of 1 per day ²	15 servings per week ¹ Minimum of 1 per day ²	10 servings per week ¹ Minimum of 1 per day ²

¹For the purpose of this chart, a week equals five days.

²Up to one grains/breads serving per day may be a dessert.

³Minimum portion sizes and revised recipe calculations for grains/breads in Appendix II.

Refer to Appendix III for infant meal pattern.

TRADITIONAL AND FOOD BASED MEAL PATTERN ADDITIONAL REQUIREMENTS FOR LUNCH

Meat or Meat Alternate

Must be served in the main dish or the main dish and one other menu item.

Textured vegetable protein products and enriched macaroni with fortified protein may be used to meet part of the meat/meat alternate requirement. (See page 16 for information on alternate foods.)

No more than 50% of the requirement shall be met with nuts or seeds. Nuts or seeds shall be combined with another meat/meat alternate to fulfill the requirement. For purposes of determining combinations, 1 oz. of nuts or seeds is equal to 1 oz. of cooked lean meat, poultry or fish.

Vegetable and/or Fruit

No more than one-half of the total requirement may be met with full-strength fruit or vegetable juice.

Cooked dry beans or peas may be used as a meat alternate or as a vegetable but not as both in the same meal.

Juice and Juice Drinks

The following juice products may be used towards meeting the vegetable/fruit component of the school lunch or school breakfast meal pattern:

◇ **Full-Strength Fruit or Vegetable Juice**

This is an undiluted juice obtained by extraction from fresh fruit or vegetable. It may be fresh, canned, frozen or reconstituted from a concentrate and may be served in either a liquid or a frozen state.

The name of the full-strength fruit or vegetable juice as it appears on the label must include the word(s) “juice” or “full-strength juice” or “single strength juice” or “100 percent juice” or “reconstructed juice” or “juice from concentrate.”

◇ **Juice Drink**

This product contains full-strength juice along with added water and possibly other ingredients such as sweeteners, spices, or flavorings. A juice drink may be canned, frozen, or reconstituted from a frozen concentrate, or a “juice base.” A juice drink may be used towards meeting the vegetable/fruit component of the meal pattern when the following conditions are met:

1. Product must contain a minimum of 50 percent full-strength juice.
2. Only the full-strength juice portion of the juice drink may be counted towards meeting the vegetable/fruit component.

3. The label ingredient statement must list “juice,” “full-strength juice,” “reconstituted juice,” “juice from concentrate,” “juice concentrate” or “100% juice base.”

◇ Juice Concentrate

When a juice concentrate or a juice drink concentrate is used in its reconstructed form, it is considered a full-strength juice or a juice drink, as appropriate, and is credited accordingly.

When planning menus which use juices or juice drinks, it is important to keep the level of liquids in the meal at a reasonable portion. To accomplish this goal, a full-strength juice may be served rather than a juice drink. For example, 1/2 cup full-strength juice versus 1 cup juice drink.

Grains/Breads

Traditional Only: At least 1/2 serving of grains/breads or an equivalent quantity of grains/breads alternate for Group I, and 1 serving for Groups II-V, must be served daily.

Food Based Only: At least one serving of grains/breads must be served daily. No more than one grains/breads serving per day may be a dessert.

Enriched macaroni with fortified protein may be used as a meat alternate or as a grains/breads but not as both in the same meal.

See Appendix II for minimum portion sizes and revised recipe calculations for grains/breads.

Milk

Schools must offer students a variety of milk consistent with children’s preferences for various types of milk offered in the previous year. If a particular type of milk represents less than one percent of the total amount of milk consumed in the previous year, that type may be discontinued.

See Appendix IIA for percent usage worksheet to calculate percentages of milk varieties used.

Please refer to *Healthy School Meals Training* manual for detailed guidance on the Food Based menu planning option.

Family Style Meal Service

Family style is a type of meal service which allows children to serve themselves from common platters of food with assistance from supervising adults setting the example. Family style meal service encourages supervising adults to provide educational activities that are centered around foods.

Unlike cafeteria lines, unitized meals, and pre-set service, the family style method affords some latitude in the size of initial servings because replenishment is immediately available at each table. Even when a complete family style service is not possible or practical, it may be useful to offer a component or components in a family style manner particularly when smaller children are being served or when a new food item is being introduced. This latitude must be exercised in compliance with the following practices, at a minimum:

1. Sufficient amount of prepared food must be placed on each table to provide the full required portions of each of the food components for all children at the table, and to accommodate supervising adult(s) if they eat with the children.
2. The family style meal service allows children to make choices in selecting foods and the size of the initial servings. Children should initially be offered the full required portion of each meal component.
3. During the course of the meal, it is the responsibility of the supervising adults to actively encourage each child to accept service of the full required portion for each food component of the meal pattern.

NONCREDITABLE FOODS IN NATIONAL SCHOOL LUNCH PROGRAM

Noncreditable foods may be served during the lunch period, as well as contribute to the nutritional content of the menu. However, these foods do not count toward the meal requirements in **Traditional** and **Food Based Meal Patterns**.

MEAT/MEAT ALTERNATE GROUPS

- Bacon
- Cream Cheese
- Tofu
- Canned Meat Soups (Example: Chicken Noodle, Chicken Rice)
- Packaged Macaroni/Cheese/Spaghetti Products
- Imitation cheese
- Noncommercial and/or Nonstandardized Yogurt Products (Example: frozen yogurt, homemade yogurt, yogurt flavored products, yogurt bars, yogurt covered fruit and/or nuts and similar products)

FRUIT/VEGETABLE GROUP

- Jams, Jelly Preserves
- Plain Gelatin Desserts
- Nectars (Example: Peach, Pear, Apricot)
- Ades (Lemonade, Limeade, Orangeade)
- Fruit Drinks (Example: Pineapple/Grapefruit Drink/HI-C)
- Cranberry Juice, Cranapple Juice Cocktail, Cranapple Juice
- Coconut
- Tomato Catsup
- Hominy
- Mustard
- Pickle Relish
- Chili Sauce
- Dry Vegetables for Seasoning
- Cream of Celery Soup
- Cream of Mushroom Soup
- Potato chips, Corn Chips
- Potato Sticks
- Fruit Roll-ups, Fruit Leathers

GRAINS/BREADS ALTERNATE GROUP

- Dessert such as pie crust, cakes, cookies
(creditable only under Food Based Meal Pattern)

MILK GROUP

- Ice Cream, Ice Milk or Sherbet
- Yogurt
- Butter
- Evaporated Milk
- Nonfat Dry Milk

NUMENUS AND ASSISTED NUMENUS

NuMenus and Assisted NuMenus are menu planning methods, which do not use a meal pattern, but are based upon the analysis of nutrients in the foods offered. Meals must be formulated to meet the required nutrition goals. The nutritional analysis is performed using a computer and USDA-approved software either by the school (NuMenus) or an outside entity (Assisted NuMenus). The software incorporates a national nutrient database which is tailored for the National School Lunch Program and School Breakfast Program.

Nutritional analysis is based on menus averaged over a one-week period. All foods served, including condiments, are considered in the analysis. A weighted nutrient analysis method may be used. Weighted nutrient analysis gives more weight to the nutrients in the foods that are more frequently selected. Breakfast menus may be averaged with lunch menus or they may be analyzed separately.

Required Grade/Age Groups

Under NuMenus and Assisted NuMenus, schools have the option to plan menus that provide appropriate calorie and nutrient levels for lunch and breakfast based on age or grade groupings. Using age groups allows menu planners to develop menus that are more accurately targeted to the specific nutritional needs of the children.

Grade Groups:

- Preschool
- Grades K - 6
- Grades 7 - 12
- Optional group K - 3

Age Groups:

- Ages 3 - 6
- Ages 7 - 10
- Ages 11 - 13
- Ages 14 - 17

Meal Requirements for Lunch

During lunch a minimum of three menu items must be offered. Each meal must consist of:

- Entree
- Side dish
- Milk

See *Healthy School Meals Training* manual for detailed guidance on NuMenus and Assisted NuMenus.

OFFER VERSUS SERVE AT LUNCH

“Offer versus Serve” is a serving method designed to reduce food waste and food costs in the school lunch program without jeopardizing the nutritional integrity of the lunches served. It allows senior high school students and, when approved by the local school district, students in any other grade, to choose fewer food items in an offered meal.

Schools that use this method of serving must continue to offer all five food items, in Traditional and Food Based meal patterns, or three menu items, in NuMenus and Assisted NuMenus, for lunch. A student may refuse a certain number of food/menu items he/she does not intend to eat. When a full portion of a food/menu item is declined, a smaller portion may be offered. Offering smaller portions is not mandatory and is a local decision.

The school may not require that certain food/menu items be taken. The intent of Offer versus Serve is to allow students to refuse food/menu items they do not intend to consume. Students must be given the opportunity to decide which food/menu items they will consume. For example, under Traditional meal pattern, a school, may not require a student to take the meat or milk food item, but allow him/her to refuse other food items.

Traditional and Food Based Meal Patterns

<u>Components</u>	<u>Food Items</u>	<u>Sample Menu</u>
1. Meat/meat alternate	1. Meat/meat alternate	1. Baked chicken
2. Vegetable and/or fruit (two or more)	2. Vegetable or fruit	2. Mashed potatoes
3. Grains/breads	3. Vegetable or fruit	3. Seasoned green beans
4. Milk	4. Grains/breads	4. Roll
	5. Milk	5. Milk

At least three **full** portions of the five food items offered must be taken for a lunch to be reimbursable.

There are a number of points to remember in identifying food items.

1. A *food item* is different from a *menu item*. A *menu item* is any planned main dish, vegetable and/or fruit, bread, milk and any “other foods” (foods which do not meet meal requirements but which are served to help round out the lunch) that are named on the menu to be served on a given day. *Food items* make up menu items. For example, the main dish named on a menu may be a hamburger. The *menu item*, hamburger, is made up of two *food items*: the meat or meat alternate food item and the grains/breads food item.
2. A menu item may contain only one food item or it may contain more than one food item. Common examples of menu items containing more than one food item are pizza, all sandwiches, spaghetti with meat sauce, chef salad and tacos. Spaghetti with meat sauce, for example, contains three food items: meat and vegetable in the meat sauce, the bread in the spaghetti noodles. Thus a reimbursable lunch could contain as few as one or two menu items.
3. The meat or meat alternate food item may be split into more than one menu item. This happens when the meat or meat alternate is contained in the main dish and one other menu item. In order for the meat or meat alternate to count as one of the five food items, the student would have to take *both* the

main dish and one other menu item. An example of this is a soup and sandwich lunch in which the soup and sandwich *together* contain two ounces of meat (perhaps $\frac{1}{2}$ ounce of meat in the soup and $1\frac{1}{2}$ ounces in the sandwich). For the meat or meat alternate to count as one of the five food items, the student would have to take both the soup and sandwich. It should be noted, however, that in this situation, if a student takes only one of the menu items, the lunch is still reimbursable if it contains at least three full portions of three other food items. For example, a student could take the sandwich, a piece of fruit and milk and have a reimbursable lunch because it contains three full food items—bread in the sandwich, fruit and milk. (A menu planner may want to avoid planning menus with food items split into more than one menu item for the sake of simplicity.)

4. To count the vegetable/fruit component as two food items, the *total* quantity taken by the student must total the following:
 - Traditional: $\frac{1}{2}$ cup for grades K-3 and $\frac{3}{4}$ cup for grades 4 and over
 - Food Based: $\frac{3}{4}$ cup (plus $\frac{1}{2}$ cup extra over a week) for grades K-6 and 1 cup for grades 7 and over

The quantity of vegetable/fruit offered must be consistent with the planned serving size for each item. When planning the vegetable/fruit requirement consider the following portion size examples.

- a. $\frac{1}{4}$ cup, $\frac{1}{4}$ cup and $\frac{1}{4}$ cup

If the menu contains three $\frac{1}{4}$ cup servings of vegetable/fruit, the student will have to take all three to count as two food items. If the student takes one or two servings, it will count as only *one* item.

- b. $\frac{1}{2}$ cup and $\frac{1}{4}$ cup
- c. $\frac{3}{8}$ cup and $\frac{3}{8}$ cup
- d. $\frac{5}{8}$ cup and $\frac{1}{8}$ cup

In b-d, if the student chooses one of the portions (as planned) that counts as one item. If the student chooses both of the portions (as planned) that counts as two items.

5. To count the grains/breads food item as one of the three (or four) needed for a reimbursable lunch, a student must take one full serving of grains/breads. One serving of grains/breads is the minimum quantity which must be offered each day. Therefore, in menus where there may be two items of grains/breads, such as spaghetti with Italian bread, the student may take both but must take at least one full serving of either the spaghetti or the Italian bread to count as the grains/breads food item.
6. The three (or four) food items required to make up a reimbursable lunch must be *different* food items. A *second* portion of milk or a *second* piece of pizza for example, may *not* count toward the reimbursable lunch.

Please refer to *Healthy School Meals Training* manual for detailed guidance on the Food Based menu planning option.

NuMenus and Assisted NuMenus

Menu Items

1. Entree
2. Side
3. Milk

Sample Menu

1. Hamburger
2. Carrot Sticks
3. Milk

At least two **full** portions (one must be an entree) of the three menu items offered must be taken for a lunch to be reimbursable.

Since NuMenus and Assisted NuMenus rely on the nutrient content of the planned menu, not a meal pattern, food components or food items do not exist. *Menu items* can be any single food or a combination of foods.

The *entree* is a menu item that is a combination of foods or a single food item that is served as the main course. Any other menu item offered is considered a *side dish* unless it is fluid milk or a condiment.

Requirements for implementing Offer versus Serve during lunch under NuMenus or Assisted NuMenus is as follows:

- Offer a minimum of three menu items
- Students must select at least two full size portion items
- One item must be an entree
- Students may decline a maximum of two items if more than three menu items are offered

Senior High School

Regardless of which menu planning option is chosen, schools are **required** to implement the Offer versus Serve provision for senior high school students (grades 9-12). In senior high school, a student must be allowed to refuse those food/menu items which he/she does not intend to eat. A lunch is reimbursable if a student takes full portions of the creditable food/menu items offered.

Elementary, Middle and Junior High Schools

The implementation of the Offer versus Serve provision in schools below the senior high school level is left to the discretion of local school districts. The school has the option of determining how Offer versus Serve will operate. In elementary, middle and junior high schools the local school district may decide:

1. To implement or not implement Offer versus Serve.
2. Traditional or Food Based Meal Patterns: to allow students to decline a maximum of two food items (as in senior high schools) or to decline only one food item.
3. NuMenus or Assisted NuMenus: determine how many menu items (if offering more than the minimum of three) must be selected to make a reimbursable meal.
4. In which schools and in which grades Offer versus Serve will be implemented. (Offer versus Serve may be implemented in all or some schools in the district and in all or some grades in a school.)

SALAD/THEME BARS

Salad/theme bars are a reality in schools. There are many different types of food bars and the set-up depends on the school and its resources; however, no matter what the set-up or type of food bar, it is imperative that students and staff (particularly the cashier) know what the various options are for meal selection. Students and cashiers will need to know exactly what can be purchased for the unit price and what can be refused. In addition, students and cashiers will also need to know what items have been designated “entrees” under Nutrient Standard Menu Planning (NuMenus) and the requirement that one entrée must be selected in order for the meal to be reimbursable. And of course, students and cashiers will need to understand Offer vs. Serve (OVS) concept under Nutrient Standard Menu Planning and either of the food-based menu planning options (Enhanced or Traditional).

Food Bars as Recipes

Salad bars and theme bars are to be treated as recipes for purposes of nutrient analysis. The amount of each ingredient offered on the food bar is to be documented along with the number of servings selected from the food bar. The total number of servings would be the number of students expected to choose the salad bar for one or more of their lunch selections. Even though actual serving sizes may vary due to the self-service nature of salad bars, the computer software will average the nutrients consumed by each student.

Recipes for food bars are completed in the same manner by schools using either NSMP or one of the food-based menu planning options. When preparing recipes for food bars, remember the following:

- The number of servings the recipe produces or yields should be representative of the total planned servings to be offered to customers for student meals, adult meals and a la carte sales.
- Determine the amount of each of the food ingredients for the recipe using the following steps.
 1. Identify the amount of each ingredient placed on the food bar on a typical school day (the amounts placed on the food bar at the beginning of the meal service plus any additions to the bar during meal service).
 2. Determine the amount of each ingredient left over on the food bar at the end of the meal service.
 3. Subtract the amount left over from the amount placed on the food bar for each ingredient to determine the amount of each ingredient to enter for the recipe.

Once the recipe has been prepared and entered into the database, it can be used in analyzing a menu. The number of servings entered into the menu for nutrient analysis would be the estimated number of students and others who are expected to make selections from the food bar. Estimations are made based on history. Prior production records are utilized to determine the trends of student selections.

A separate recipe should be prepared for each variation of the food bar. For example, if you rotate two salad bars, one that features iceberg lettuce and another features spinach, two separate recipes would need to be prepared. If other ingredients vary, each separate combination would need a separate recipe.

There may be more than one way to achieve an accurate analysis when analyzing salad/theme bar offered to students. The bottom line is that the nutrient analysis must be accurate. If the method used to analyze the menu yields an accurate analysis, it is acceptable.

NuMenus and Food Bars

Food bars may be offered as an entrée, other menu item, or the complete meal. If the food bar is offered as an entrée to students, there is no hard and fast rule regarding what must be taken from the food bar in order to be reimbursable. It is up to the menu planner to determine what must be taken. However, state agencies or school food authorities may elect to further define these entrée selections from food bars at their discretion.

Since food bars typically contain a variety of foods, students should be encouraged to take a variety of foods from the food bar. In addition, students should be encouraged to at least take the item featured on the food bar (i.e., baked potato, taco, sandwich, etc.). In cases where the food bar is offered as an entire meal, the cashier and students would need to know which items are entrees and the requirement that an entrée must be taken. For example, the food bar could be set up as described below:

Entrée (choose 1) - Sandwich Bar
 Chef Salad with Breadstick

Menu Item (choose up to 2) - Fresh Apple
 Sliced Peaches
 Potato Salad

Menu Item (choose up to 1) - Oatmeal Raisin Cookie
 Brownie

Milk –

Summary of Example: Since there are a total of 5 menu items offered, each student must select at least 3 items in order for the meal to be reimbursable. Each student must either take a sandwich or the chef's salad with breadstick. Each student would also select at least two other items – choosing from the other menu item selections and milk. There are a variety of ways this menu can be communicated to students. The important point is that students need to know and understand their choices.

If the food bar is offered as another menu item under NuMenus, the same general principle would apply in that students should be encouraged to take a variety of items.

The number of menu items offered must be determined by the menu planner in order to determine the number of menu items that must be taken by a student for the meal to be reimbursable under OVS. For example, if a school offers the food bar as the entire meal, the question must be answered as to how many items are being offered to the student. In the example below, six items are offered to students. Each student must take an entrée selection of either a Tossed Salad or Cottage Cheese or Yogurt. A total of four selections must be taken from the items offered. The example is by no means the way a food bar must be set up when it offers the entire meal. The menu planner determines the menu and choices. It is up to the state agency to determine if reimbursable meals are offered and selected by students.

Example:

Salad Bar –
Entrees -
(choose 1)

Tossed Salad
Cottage Cheese
Yogurt

Menu Items -
(choose up to 3)

Potato Salad
Macaroni Salad
Three-Bean Salad
Pudding
Sliced Peaches
Fresh Apple
Roll

Menu Item -
(choose 1)

Cherry Cobbler
Chocolate Chip Cookie

Milk

If for example, the food bar is the only entrée offered and includes milk and one other menu item, the number of items offered is three. Since the food bar is the only entrée, it must be selected by each student, and only one item (milk or the menu item) may be refused. If more than a total of three menu items are offered, the maximum number of items that may be declined by a student is two.

Food-Based Menu Planning and Food Bars

Recipes are critical for food bars in order for state agencies to conduct nutrient analysis. Under either of the food-based menu planning options (Enhanced or Traditional), the proper number of food items must be on each student's plate in order for the meal to be reimbursable.

Offer vs. Serve with the food-based menu planning options is the same as it has been handled in the past. See the OVS Guidance for more information.

Monitoring

The monitoring of food bars depends on which type of menu planning option has been chosen by the school. It will also depend on the meal that has been planned.

NuMenus/Assisted NuMenus

A nutrient analysis must be conducted by the school/contractor if it is using NuMenus/Assisted NuMenus. The nutrient analysis should reflect as accurately as possible the food being planned for each type of food bar. It is up to the state agency to determine if the school has accurately input information for the nutrient analysis.

Food-based menu planning options

Under either of the food-based menu planning options, Enhanced or Traditional, state agency will conduct a nutrient analysis if the school does not have one already on USDA-approved software.

A LA CARTE SERVICE AND/OR SNACK BAR LINES

If a school participates in the National School Lunch Program and also provides an a la carte and/or snack bar service, it is possible to claim reimbursable meals from these services. However, the following requirements *must* be met:

Traditional and Food Based Menu Options:

1. Five food items which meet the meal pattern requirement must be made available on the a la carte line.
2. Food items that are intended to meet the meal patterns *must* be served in the planned portion sizes.
3. These combinations *must* be sold at an established unit price.
4. All free and reduced-price students *must* be permitted to receive the reimbursable meal from the a la carte and/or salad bar services.

If these requirements are met, the meal is considered as reimbursable for claims.

A la carte prices should be set to cover the total cost of each menu item when:

1. A student chooses items that do not meet the meal pattern.
2. A student chooses additional foods which are not planned and merchandised as part of the school lunch menu.

NuMenu and Assisted NuMenu Menu Options:

1. Three menu items outlined on page 11 (Meal Requirements for Lunch) must be made available on the a la carte line.
2. Menu items *must* be served in the planned portion sizes.
3. These combinations *must* be sold at an established unit price.
4. All free and reduced-price students *must* be permitted to receive the reimbursable meal from the a la carte and/or salad bar services.
5. The a la carte option is treated as another menu choice, therefore, it must be averaged into the weekly nutrient analysis based on projected servings.

Please refer to *Healthy School Meals Training* manual for detailed guidance on the Food Based, NuMenus and Assisted NuMenus menu planning options.

ALTERNATE FOOD ITEMS

Meat Alternates

◇ Enriched Macaroni With Fortified Protein

Enriched macaroni with fortified protein is a macaroni product to which protein has been added. It is not the same as regular enriched macaroni. Enriched macaroni with fortified protein must be combined with meat, poultry, fish or cheese. Dry enriched macaroni with fortified protein may be used to meet no more than 50 percent of the meat/meat alternate requirement.

Only products that appear on the USDA listing of acceptable enriched macaroni with fortified protein and have the following statement on the label may be used: “One ounce dry weight of this product meets one-half of the meat or meat alternate requirements of lunch or supper of the USDA Child Nutrition Programs when served in combination with one or more ounces of cooked meat, poultry, fish or cheese.”

For additional information regarding a current listing of acceptable products contact the Child Nutrition Program (CNP) Office.

◇ Vegetable Protein Products (VPP)

Vegetable protein products (VPP) are processed from soy or other vegetable protein sources and are fortified with vitamins and minerals. VPP may be used in the dry, partially hydrated or fully hydrated form in combination with meat, poultry or seafood. However, a fully hydrated VPP may not exceed 30 parts to 70 parts uncooked meat, poultry or seafood.

Only VPPs that have the label statement, “This product meets USDA-FCS requirements for use in meeting a portion of the meat/meat alternate requirement of the child nutrition programs,” may be used as an alternate food.

◇ Yogurt

Four ounces (weight) or 1/2 cup (volume) of commercial, standardized yogurt is equivalent to one ounce of the meat/meat alternate requirement. Plain or flavored, sweetened or unsweetened yogurt must contain live and active bacterial cultures to be creditable.

Grains/Breads Alternates

(only applicable to Traditional and Food Based Meal Patterns)

◇ Formulated Grain-Fruit Products

These products may be used to meet the fruit/vegetable requirement and one serving of grains/breads alternate for the School Breakfast Program. A list of companies, and the approved formulated grain-fruit products are available from the CNP Office.

RESTRICTED COMPETITIVE FOODS

Competitive foods are any foods sold in competition with the program in food service areas during the lunch periods. Restricted competitive foods CANNOT be sold where a reimbursable meal is being sold or eaten. These foods are considered to have minimal nutritional value.

- (1) **SODA WATER** - As defined by 21CFR 165.175 Food and Drug Administration Regulations, (class of beverages made by absorbing carbon dioxide in potable water, etc.) except no product shall be excluded from this definition because it contains artificial sweeteners or discrete nutrients added to the food such as vitamins, minerals, and proteins.
- (2) **WATER ICES** - As defined by 21CFR 135.160 Food and Drug Administration Regulations, except that water ices which contain fruit or fruit juices are not included in this definition.
- (3) **CHEWING GUM** - Flavored products from natural or synthetic gums and other ingredients which form an insoluble mass for chewing.
- (4) **CERTAIN CANDIES** - Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:
 - (a) **Hard Candy** - A product made predominantly from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.
 - (b) **Jellies and Gums** - A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans, jellied and fruit-flavored slices.
 - (c) **Marshmallow Candies** - An aerated confection composed of sugar, corn syrup, invert sugar, 20% water and gelatin or egg white to which flavors and colors may be added.
 - (d) **Fondant** - A product consisting of microscopic sized sugar crystals which are separated by a thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.
 - (e) **Licorice** - A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.
 - (f) **Spun Candy** - A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.
 - (g) **Candy Coated Popcorn** - Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.

*Petitions to amend these categories may be submitted on or before November 15, or May 15 of each year to: Chief, Technical Assistance Branch, Nutrition and Technical Services Division, FCS, USDA, Alexandria, VA 22302. **Source:** Code of Federal Regulations, Title 7, Part 210, Appendix B.

See Appendix IV for exemptions to the restricted competitive foods list.

TRADITIONAL AND FOOD BASED MEAL PATTERN FOR BREAKFAST REQUIRED MINIMUM SERVING SIZES

Traditional and Food Based Meal Pattern Breakfast				
Minimum Quantities				
<i>Meal Component</i>	Ages 1-2	Preschool (Ages 3, 4, 5)	Grades K-12 (Ages 6 & Up)	Grades 7-12 ¹
Fluid Milk (As a beverage, on cereal or both)	1/2 cup	3/4 cup	8 fl. oz.	8 fl. oz.
Juice/Vegetable/Fruit Fruit and/or vegetable; or full-strength fruit juice or vegetable juice	1/4 cup	1/2 cup	1/2 cup	1/2 cup
Select <i>one</i> serving from each of the following components or <i>two</i> from one component (If using Food Based Meal Pattern optional grades 7-12: an additional serving of grains/breads is required)				
Grains/Breads² One of the following or an equivalent combination: Whole grain or enriched bread Whole grain or enriched biscuit/roll, muffin, etc. Whole grain, enriched or fortified cereal	1/2 slice 1/2 serving 1/4 cup or 1/3 oz.	1/2 slice 1/2 serving 1/3 cup or 1/2 oz.	1 slice 1 serving 3/4 cup or 1 oz.	1 slice 1 serving 3/4 cup or 1 oz.
Meat/Meat Alternate One of the following or an equivalent combination: Lean meat, poultry or fish Cheese Large egg Cooked dry beans and peas Peanut butter or other nut or seed butters Nut and/or seeds ³ (as listed in program guidance) Yogurt	1/2 oz. 1/2 oz. 1/2 2 Tbsp. 1 Tbsp. 1/2 oz. 2 oz.	1/2 oz. 1/2 oz. 1/2 2 Tbsp. 1 Tbsp. 1/2 oz. 2 oz.	1 oz. 1 oz. 1/2 4 Tbsp. 2 Tbsp. 1 oz. 4 oz.	1 oz. 1 oz. 1/2 4 Tbsp. 2 Tbsp. 1 oz. 4 oz.

¹Optional grade grouping under Food Based Meal Pattern.

²Minimum portion sizes and revised recipe calculations for grains/breads in Appendix II.

³No more than 1 oz. of nuts and/or seeds may be served in any one meal.

TRADITIONAL AND FOOD BASED MEAL PATTERN ADDITIONAL REQUIREMENTS FOR BREAKFAST

Schools are encouraged, but not required, to vary portion sizes to better meet the food and nutritional needs of students by age. If a school chooses not to vary portion sizes, it is important to ensure that all students being served receive the minimum quantity requirements for their age group. For any given age group of students, a school may serve more than the minimum quantity, but not less.

Vegetable and/or Fruit

A second serving of vegetable/fruit or juice or a second serving of milk will not count towards the reimbursable breakfast.

Refer to pages 8 and 9 for information on juice and juice drinks.

Meat/Meat Alternate and Grains/Breads

Three servings of meat/meat alternate and grains/breads (in any combination) will not count as a reimbursable breakfast.

Refer to Appendix II for minimum portion sizes and revised recipe calculations for grains/breads.

NUMENUS AND ASSISTED NUMENUS FOR BREAKFAST

A minimum of 3 menu items must be offered for breakfast. Each meal must consist of:

- Milk
- Any two other food items, except foods of minimum nutritional value

The age/grade groupings for breakfast are the same as lunch.

OFFER VERSUS SERVE AT BREAKFAST

School districts are allowed, but not required, to implement Offer versus Serve in their breakfast programs at some or all grade levels. The difference in schools implementing or not implementing Offer versus Serve is in what a student is required to take of the offered breakfast. In schools **not implementing** Offer versus Serve, a student must take full portions of all food/menu items offered.

Traditional or Food Based Meal Pattern

The school breakfast meal requirements for Traditional or Food Based Meal Pattern consist of four food items.

- All four food items must be offered (made available) to all students.
- The serving size offered of those four food items must be consistent with the minimum quantities specified in the Traditional and Food Based Meal Pattern For Breakfast, page 18

To determine whether a breakfast is reimbursable under Offer versus Serve, it is necessary to be able to identify the four food items as they appear in the breakfast.

Food Items

1. Fluid Milk
2. Fruit or vegetable, or
full-strength fruit juice
or vegetable juice

AND

3. Grains/Breads
4. Grains/Breads

OR

3. Meat or meat alternate
4. Meat or meat alternate

OR

3. Grains/Breads
4. Meat or meat alternate

The refused component may be any of the four components offered to the student. A student's decision to accept or refuse one of the four components does not affect the charge for breakfast.

NuMenus or Assisted NuMenus

The school breakfast meal requirements for NuMenus or Assisted NuMenus consist of three menu items, (see page 19). With Offer versus Serve, the following requirements apply:

- Offer a minimum of three menu items
- Students must select at least two full-portion items
- Students may decline a maximum of one item

Please refer to *Healthy School Meals Training* manual for detailed guidance on the Food Based, NuMenus and Assisted NuMenus menu planning options for breakfast.

Reimbursement for Snacks in After School Care Programs.

The NSLP now offers cash reimbursement to help schools serve snacks to children after their regular school day ends. Afterschool snacks give children a nutritional boost and draw them into supervised activities that are safe, fun and filled with learning opportunities.

In order for a site to participate, your school district must run the NSLP. Additionally the after school care program must provide children with regularly scheduled educational or enrichment activities in a supervised environment.

Snacks served under this provision must meet the following meal pattern requirements.

Snack (supplement) for children	Ages 1 and 2	Ages 3 through 5	Ages 6 through 18
Snack: (select 2 of these 4 components) 1. milk, fluid 2. vegetable, fruit, or 100% full-strength juice*** 3. grains/breads (whole grain or enriched): bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains 4. meat or meat alternates: lean meat, fish or poultry (edible portion as served) or cheese* or egg or yogurt or cooked dry beans or peas** or peanut butter, soy nut butter or other nut or seed butters or peanuts, soy nuts, tree nuts, or seeds. Or an equivalent of any combination of the above meat/meat alternates	½ cup ½ cup ½ slice ½ serving ¼ cup or 1/3 oz. ¼ cup ½ oz. ½ oz. ½ egg or ¼ cup 1/8 cup 1 Tbsp ½ oz.	½ cup ½ cup ½ slice ½ serving 1/3 cup or ½ oz ¼ cup ½ oz. ½ oz. ½ egg or ¼ cup 1/8 cup 1 Tbsp ½ oz.	1 cup ¾ cup 1 slice 1 serving ¾ cup or 1 oz. ½ cup 1 oz. 1 oz. 1 egg or ½ cup ¼ cup 2 Tbsp 1 oz.

* natural or processed only.

** in the same meal service, dried beans or dried peas may be used as a meat alternate or as a vegetable; however, such use does not satisfy the requirements for both components.

*** juice may not be served when milk is served as the other component.

Note: for supplements served in the NSLP, or SFSP, dessert products made with enriched or whole-grain meal or flour as well as bran and/or germ may be credited. These types of desserts should not be served as part of a supplement more than twice a week.

National School Lunch Program After School Care

Snack Ideas

Soda Crackers Orange	Soda Crackers Cheese	Cheese Apple
Peanut Butter Apples	Soda Crackers Peanut Butter	Bagels Peanut Butter
Egg Toast	Cottage Cheese Orange	Cereal Milk
Yogurt Toast	Cheese Tortilla	Kiwi Pancake
Peanut Butter Pancake	Peanut Butter Tortilla	Bologna Bread
Tuna Fish Bread	Tomato Soup Elbow Macaroni	English Muffin Banana
English Muffin Cheese	Top Ramen Orange Juice	Chicken Bread/ Orange Juice
Cornbread Apple Juice	Peanut Butter Toast	Scrambled Egg Toast
Baked Potato Cheese	Tortilla Chips Cheese	Tortilla Refried Beans
Cheese Bread	Pineapple Toast	OJ Frozen Pops Muffin
Oatmeal Milk	Bread Kiwi	Milk (chocolate) Toast
English Muffin Apples	Waffle Melon	Cookies Milk
Soda Crackers Milk	Ritz Crackers Apple Juice	Applesauce Toast

NSLP After School Care Snack Example Production Record

Choose any 2 of the 4 components for each snack

Date:

Age	Milk $\frac{1}{2}$ c. Bread $\frac{1}{2}$ sl.	Meat 1 oz.	Fruit/Vegetable $\frac{1}{4}$ cup
1-6 _____	x 1 = _____	x .5 = _____	x 2 = _____
6-18+ _____	x 2 = _____	x 1 = _____	x 3 = _____
Adults _____			
TOTALS _____			

Date:

Age	Milk $\frac{1}{2}$ c. Bread $\frac{1}{2}$ sl.	Meat 1 oz.	Fruit/Vegetable $\frac{1}{4}$ cup
1-6 _____	x 1 = _____	x .5 = _____	x 2 = _____
6-18+ _____	x 2 = _____	x 1 = _____	x 3 = _____
Adults _____			
TOTALS _____			

Component	No. of Servings	Market Unit	Amount Needed	Amount Used	Component	No. of Servings	Market Unit	Amount Needed	Amount Used

Date:

Age	Milk $\frac{1}{2}$ c. Bread $\frac{1}{2}$ sl.	Meat 1 oz.	Fruit/Vegetable $\frac{1}{4}$ cup
1-6 _____	x 1 = _____	x .5 = _____	x 2 = _____
6-18+ _____	x 2 = _____	x 1 = _____	x 3 = _____
Adults _____			
TOTALS _____			

Date:

Age	Milk $\frac{1}{2}$ c. Bread $\frac{1}{2}$ sl.	Meat 1 oz.	Fruit/Vegetable $\frac{1}{4}$ cup
1-6 _____	x 1 = _____	x .5 = _____	x 2 = _____
6-18+ _____	x 2 = _____	x 1 = _____	x 3 = _____
Adults _____			
TOTALS _____			

Component	No. of Servings	Market Unit	Amount Needed	Amount Used	Component	No. of Servings	Market Unit	Amount Needed	Amount Used

REQUIREMENTS FOR FOOD PRODUCTION RECORDS

Federal regulations require that a food production worksheet must be completed for every meal served. These records must remain at the school at all times. In order to receive federal reimbursement, the following are required:

1. Menus must meet one of the USDA menu planning options.
2. Daily food production worksheets must show amounts of all food/menu items actually prepared and served.

The planning portion of the food production worksheet must be completed in advance to ensure that:

1. Food purchases are appropriate.
2. The correct amount of food can be prepared and served.

The completed food production worksheet gives an accurate record of the amount of food used, and the number of portions served. This record provides a useful tool in the planning of future menus.

Most of the worksheet can be filled out a week or a month in advance by using simple arithmetic and the *Food Buying Guide*. Menu production records serve as a dual purpose of demonstrating compliance with program requirements and communicating the menu to staff.

Daily Food Production Worksheet forms are included in this workbook. Utilize the worksheets on pages 34 and 34a if you are following the Traditional or Food Based menu option. Utilize the worksheets on pages 35 and 35a if you are following the Enhanced Food Based menu option. Utilize the worksheets on pages 36 and 36a if you are following the NuMenus or Assisted NuMenus menu option. Examples of each follow the corresponding production worksheets, as well as Spanish versions. Menu planners may choose to use these prototype forms or develop one of similar format.

If food production records are deficient or inaccurate at the time of a review or audit, financial sanctions may result against the sponsor.

FOOD PRODUCTION WORKSHEET

Instructions

This *Food Buying Guide* shows the amount of food needed for 1-9, 10-90, and 100-1000 servings of a food/menu item. The *Food Buying Guide* is designed for all four menu planning options in determining how much food needs to be prepared.

Follow these instructions to determine the amount of food needed per serving size:

1. Fill out the site, date, day, menu, and any comments (for example: recipe number, method of food preparation - broiled or baked) for each day a meal will be served.
2. Determine the number of meals planned per grade grouping for each day and indicate next to “# students planned”. Determine the number of meals planned for adults and indicate next to “# adults planned”. Add the two numbers together and indicate next to “total planned”.
3. List each food/menu item under the appropriate food component/menu item section (including condiments).
4. Determine the portion sizes of each food/menu item (including condiments) according to the grade groupings used at your site and indicate under “Portion Sizes”. For example: 1 1/2 ounces ground beef for grades K-3, 2 oz for grades 7-12 and the adults, 1/4 cup sliced peaches for all grades (K-3, 7-12, and adults), 1/4 cup celery sticks for grades K-3, 1/2 cup celery sticks for grades 7-12 and adults, 1/2 cup noodles for grades K-3, 1 cup noodles for grades 7-12 and adults, 1% chocolate milk all grades 8 fluid ounces, and 1% white milk all grades 8 fluid ounces. It is only necessary to indicate the portion sizes used for the grade group options used in menu planning; most sites will not use all grade group options. Use the completed production records in the following pages as an example. (For **NuMenus/Assisted NuMenus**, it will be necessary to write in the grade or age groups planned for under “Grade/Age Group(s) served”, along with the corresponding portions sizes; as well as indicate the adult portion sizes under “Adult Portion Size”.
5. Decide on the number of servings needed (per serving size) for each food/menu item (including condiments) and indicate under “# of Servings Planned”. It will then be necessary to refer to the *Food Buying Guide* to arrive at the total amount of food needed, per food item.

FOOD ITEM: BEEF, GROUND—MARKET STYLE (NO MORE THAN 30% FAT)

SERVING SIZE: 2 oz.

NUMBER OF POUNDS		NUMBER OF POUNDS		NUMBER OF POUNDS	
NUMBER OF MEALS	POUNDS REQUIRED	NUMBER OF MEALS	POUNDS REQUIRED	NUMBER OF MEALS	POUNDS REQUIRED
1	0.18	10	1.80	100	18.00
2	0.26	20	3.60	200	36.00
3	0.54	30	5.40	300	54.00
4	0.72	40	7.20	400	72.00
5	0.90	50	9.00	500	90.00
6	1.08	60	10.80	600	108.00
7	1.26	70	12.60	700	126.00
8	1.44	80	14.40	800	144.00
9	1.62	90	16.20	900	162.00
				1000	180.00

ADDITIONAL INFORMATION:

ONE POUND AS PURCHASED = 0.70 LB. COOKED MEAT

To determine the amount of food needed, refer to the number opposite the “Number of Meals.”

Example A: 5 - 2 oz. servings of ground beef = .90 pounds

If the number of meals planned for is other than 1-9, 10-90, or 100-1,000, then it will be necessary to add the figures from the three (3) columns.

Example B: 335 meals/2.0 servings of ground beef

	<u>No. of Meals</u>	<u>Pounds Required</u>
	5	0.90
	30	5.40
	<u>300</u>	<u>54.00</u>
Totals	335	60.30

If the last two digits of the amount of food needed are greater than .50 (as in Example A) round up to the next whole number. If the last two digits of the amount of food needed are less than .50 (as in Example B) round up to the nearest half. Therefore, example A requires 1.0 pound of ground beef for 5 servings and example B requires 60.50 pounds of ground beef for 335 serving.

- The numbers listed under the “Number of Meals” column is the amount of the food item needed to meet the indicated serving size of that item. Document the amount of food planned per food/menu item under “Amount Planned”.

When the amount of meat/meat alternate planned for is not equal to the *one ounce* serving size listed, an adjustment must be made:

- For one-half (1/2) ounce of meat/meat alternate, *divide* the pounds/cans/boxes/etc. needed by 2.
- For one and one-half (1 1/2) ounces of meat/meat alternate, *multiply* the pounds/cans/boxes/etc. needed by 1.5.
- For two (2) ounces of meat/meat alternate, *multiply* the pounds/cans/boxes/etc. needed by 2.

When the amount of meat/meat alternate planned for is not equal to the *two ounces* serving size listed, an adjustment must be made:

- For one-half (1/2) ounce of meat/meat alternate, *divide* the pounds/cans/boxes/etc. needed by 4.
- For one (1) ounce of meat/meat alternate, *divide* the pounds/cans/boxes/etc. needed by 2.
- For one and one-half (1 1/2) ounces of meat/meat alternate, *multiply* the pounds/cans/boxes/etc. needed by 0.75.

For example:

Ground Beef

1.5 oz for grades K-3 50 servings = 9.0 pounds x 0.75 = 7 pounds

2 oz for grades 7-12 & adults 285 servings = 51.5 pounds

Total amount of ground beef for 335 servings is 58.5 pounds

When the amount of fruit/vegetable planned for is not equal to the *one-fourth (1/4) cup*, an adjustment must be made:

- For one-eighth (1/8) cup fruit/vegetable, *divide* the pounds/cans needed by 2.
- For three-eighths (3/8) cup fruit/vegetable, *multiply* the pounds/cans needed by 1.5.
- For one-half (1/2) cup of fruit/vegetable, *multiply* the pounds/cans needed by 2.

For example: Peaches

1/4 cup for grade K-12 & adults 335 servings = 7.5 #10 CANS

Total amount of peaches for 335 servings is 7.5 #10 CANS

For example: Celery Sticks

1/4 cup for grades K-3 50 servings = 4.1 pounds

1/2 cup for grades 7-12 & adults 285 servings = 23.37 pounds x 2 = 46.74 pounds

Total amount of celery sticks for 335 servings is 51 pounds

When the amount of grains/breads planned for is not equal to the *one-half (1/2) cup* in some products, an adjustment must be made:

- For one-fourth (1/4) cup grains/breads, *divide* the pounds needed by 2.
- For one (1) cup grains/breads, *multiply* the pounds needed by 2.

For Example: Noodles

1/2 cup for grades K-3 50 servings = 3.05 pounds

1 cup for grades 7-12 & adults 285 servings = 17.39 pounds x 2 = 34.78 pounds

Total amount of noodles for 335 servings is 38 pounds

7. After meal service, indicate the actual number of meals served to students next to “# students served”, along with the actual number of meals served to adults next to “# adults served”. Add these numbers together and record next to the “total served”. (These sections are found towards the top left side of the production worksheet).
8. After meal service, indicate the actual amount of food (including condiments) used/served in the last column, “Amount Served”, of the production worksheet.

A continuation page of the Food Production Worksheet is provided for the following:

- a la carte
- salad bar
- theme bars
- additional food items

Please refer to *Healthy School Meals Training* manual for detailed guidance on the Food Based, NuMenus and Assisted NuMenus menu planning options.

Traditional Meal Pattern Production Worksheet

Grade Group Options

Traditional

Ages 1-2

Preschool

Grades K-3

Grades 4-12

Optional Grades 7-12

School/Site: _____

Date: _____

Day: M T W Th F

# students planned =	# students served =
# adults planned =	# adults served =
Total planned =	Total served =

Comments/Special Instructions:

Menu Item	Recipe #	Portion Size				# Servings Planned	Amount Planned	Amount Served
		Grade K-3	Grade 4-12	Optional Grades 7-12	Adults			
Meat/Meat Alternates								
Vegetable/Fruit (2 or more servings)								
Grains/Breads								
Milk (specify type) (must have a variety of types)								
Other								

Enhanced Food Based Production Worksheet

School/Site: _____

Date: _____ Day: M T W Th F

Grade Group Options

Enhanced Food Based

Ages 1-2

Preschool

Grades K-6

Grades 7-12

Optional Grades K-3

# students planned =	# students served =
# adults planned =	# adults served =
Total planned =	Total served =

Comments/Special Instructions

Menu Item	Recipe #	Portion Size				# Servings Planned	Amount Planned	Amount Served
		Optional Grade k-3	Grade K-6	Grade 7-12	Adults			
Meat/Meat Alternates								
Vegetable/Fruit (2 or more servings)								
Grains/Breads								
Milk (specify type) (must have a variety of types)								

Other								
-------	--	--	--	--	--	--	--	--

NuMenus/Assisted NuMenus Production Worksheet

School/Site: _____

Date: _____ Day: **M** **T** **W** **Th** **F**

Required Grade/Age Groups

<u>Grade Groups</u>	<u>Age Groups</u>
Preschool	Ages 3-6
Grades K-6	Ages 7-10
Grades 7-12	Ages 11-13
Optional group K-3	Ages 14-17

# students planned =	# students served =
# adults planned =	# adults served =
Total planned =	Total served =

Comments/Special Instructions:

Menu Items	Recipe #	Grade/Age Group(s) served	Portion Size	Adult Portion Size	# servings planned	Amount Planned	Amount Served
Entrée							
Side(s)							
Milk (specify type) (must have a variety of types)							
Other (condiments, etc)							

REQUIREMENTS FOR CONVENIENCE FOODS

When using a convenience food item in the Traditional or Food Based meal pattern, a Child Nutrition (CN) Label or a Product Specification Sheet is required to support the specific food item's contribution to the meal pattern.

CHILD NUTRITION (CN) LABEL

- is a **voluntary federal** labeling program for the Child Nutrition Programs
- provides a **warranty** for CN labeled products
- allows manufacturers to state a product's contribution to the Traditional or Food Based Meal Pattern requirements on their labels

How to Identify a CN Label

A CN label will always contain the following:

- the **CN** logo, which is a distinct border
- the meal pattern contribution statement
- a product identification number
- **USDA/FCS** authorization
- the month and year of approval

Sample Label

CN	000000
This 5.00 oz.-Pizza with Ground Beef and Vegetable Protein Product provides 2.00 oz. equivalent meat/meat alternate, ½ cup serving of vegetable, and 1 ½ servings of grains/breads for the Child Nutrition Meal Pattern Requirement. (Use of this logo and statement authorized by the Food and Consumer Services, USDA 05-97.)	
CN	

Advantages of Using CN Labeled Products

All products that are federally approved have a CN logo and carry a warranty.

The CN label statement tells how the labeled product can be “credited” or “counted” towards meeting the meal pattern requirements for the Traditional or Food Based meal pattern.

What a CN Label Does Not State

A CN label statement does **not** do the following:

- assure that a product is “good for children”
- assure that a product is “acceptable” to children, or
- suggest that products without CN statements are inferior.

Manufacturers must not use the CN label statement to promote a product’s nutritional value or acceptability.

PRODUCT SPECIFICATION SHEETS

Product specification sheets or product analysis sheets are information sheets provided by a food manufacturer. These sheets give detailed explanations of what a product actually contains and the amount of each ingredient in the product by weight. These should not be confused with advertising literature. Advertising literature may contain valuable information about a product, but may not be used to support the contribution that the product makes towards the Traditional or Food Based meal pattern.

A product specification sheet does **not** carry a USDA guarantee.

There is no standard information that must appear on a product specification sheet; these decisions are left to the individual company. The following information does appear on many product specification sheets:

- company name
- product name and description
- cooked portion size
- case pack
- preparation instructions
- ingredient analysis
- contribution towards the USDA meal pattern requirement
- company official’s signature

Example of a Product Specification Sheet

**LIVINGSTON FOODS
32905 WASHINGTON BOULEVARD
BRISTOL, TENNESSEE 49235**

Char-Broiled Patties

Product Code	8439	8449
Type of Meat	Pork	Beef
Total Uncooked Weight	2.94 oz	2.97 oz
Raw Weight of Meat	2.5 oz	2.2 oz
Percent Fat of Raw Meat	24%	30%
Weight of Dry VPP	.10 oz	.20 oz
Weight of Water	.26 oz	.52 oz
Weight of Raw Meat & Hydrated VPP	2.86 oz	2.92 oz
Weight of Other Ingredients	.08 oz	.05 oz
Total Weight of Fully Cooked Product	2.65 oz	2.68 oz
Minimum As Purchased Protein Content of Dry VPP	64.8%	64.8%
Equivalent Meat/Meat Alternate for Child Nutrition Programs	2.00 oz	2.00 oz

Preparation: (From Frozen State)

Conventional Oven: Preheat oven to 375° F. Cook for 50 minutes.

The vegetable protein product (VPP) used is approved in accordance with Appendix A of the code of Federal Regulations issued January 7, 1983, relating to vegetable protein products used in the National School Lunch Program. Vegetable protein products may be used in the dry, partially hydrated or fully hydrated form in combination with meat, poultry or seafood. On a fully hydrated basis the VPP may not exceed 30 parts to 70 parts uncooked meat, poultry or seafood. The regulations provide for the appropriate hydration for VPP by setting the protein quantity requirements for a product when fully hydrated at 18 percent. VPP manufacturers are required to provide the minimum percent protein in the VPP as purchased. The following steps are to be used to determine the hydration of any VPP for full credit.

Percent protein in VPP as purchased = total parts hydrated product
18% minimum protein

Total parts hydrated product minus one part VPP = parts water or other liquid for full hydration.

Data Submission Form

Data submitted for this product are on (check one):

“As Served” basis _____ “As Purchased” basis _____

Brand: _____

Product name: _____

Product code: _____

CN label number: _____

Package size: _____ lbs _____ fluid oz. _____ grams

Standard serving: _____

Number of servings per package _____

Weight per serving: _____ grams

Analysis based on: _____ (100 grams or servings)

A value must be entered for each nutrient. If the food item does not contain a specific nutrient, enter zero(0).

Nutrients	Measurement	Fill in Nutrient	Unit Weight
Calories	xxx	_____	kcal
Protein	xx.xxx	_____	grams
Total fat	xx.xxx	_____	grams
Saturated fat	x.xxx	_____	grams
Carbohydrates	xx.xxx	_____	grams
Total dietary fiber	xx.xx	_____	grams
Cholesterol	xx.xx	_____	milligrams
Calcium	xx.x	_____	milligrams
Iron	xx.xxx	_____	milligrams
Sodium	xx.x	_____	milligrams
Vitamin C	x.xx	_____	milligrams
Vitamin A	x.x	_____	IU
Fat change (+/-)*	xxxx	_____ %	N/A
Moisture change (+/-)*	xxxx	_____ %	N/A

*If available

Preparation instructions to include: ingredients to be added and amounts, cooking methods, time and temperature.

What source of nutrient data was used to calculate the nutrient analysis?

- ☐ 1. Laboratory analysis (analytical).
- ☐ 2. Handbook 8 calculations (calculated).
- ☐ 3. Combination of 1 and 2 (analytical and calculated).
- ☐ 4. Nutrition Label.
- ☐ 5. Other. Please specify.

This data submission form is for **Local School Food Service use only.**

NUTRIENT DATA REQUIREMENTS

Nutrient data, or nutrition facts, from the food manufacturer must be requested for food items that are offered in school meals which do not appear in the National Nutrient Database for Child Nutrition Programs for NuMenus and Assisted NuMenus. Nutrient analysis data or the Nutrition Facts label must be obtained from the food manufacturer, food distributor and/or food broker. A sample *Data Submission Form* to use in requesting nutrient data from food manufacturers is shown on page 40-41. A sample Nutrition Facts label is shown on page 42.

Nutrient analysis data, as well as the CN Label and/or Product Specification Sheets, is also required for Traditional and Food Based Menu Planning Option. Nutrient data must be collected for the meal patterns in order for a nutrient analysis to be conducted and to support the requirements of meeting the Dietary Guidelines for Americans.

Differences in Nutrient Content

The following is a list of some differences that would effect the nutrient content of the food item used:

- raw versus cooked foods
- various heating methods (example: boiled, broiled, baked, etc.)
- volume versus weight (ounce versus gram)
- edible portion sizes
- “as served” versus “as purchased”

Nutrition Facts

Feathers Chicken Nuggets

Serving Size 8 Nuggets (113 g)

Serving Per Container about 80

Amount Per Serving

Calories 373 **Calories from Fat** 240

% Daily value

Total Fat 7 g 40%

Saturated Fat 31%

Cholesterol 67 mg 23%

Sodium 653 mg 27%

Total Carbohydrate 19 g 7%

Dietary Fiber 3 g 7%

Sugars 5 g 0

Protein 15 g 29%

Vitamin A 3% **Iron** 4%

Not a significant source of Vitamin C and Calcium.

*Percent Daily Values are based on a 2,000 calorie diet.

APPENDICES

FOODS HIGH IN VITAMIN A, C AND IRON

Vitamin A—Serve foods high in Vitamin A at least twice a week.

Vegetables

Asparagus
Broccoli
Carrots
Chili peppers, red
Kale
Mixed vegetables
Peas and carrots
Pumpkin
Spinach
Squash, winter
Sweet potatoes
Tomatoes
Tomato juice, paste or puree
Turnip greens
Vegetable juice

Fruits

Apricots
Cantaloupe
Cherries, red sour
Nectarines
Peaches (not canned)
Plums, purple (canned)
Prunes

Other

Egg yolk
Liver
Whole milk and its products

Vitamin C—Serve foods high in Vitamin C at least daily.

Vegetables

Asparagus
Broccoli
Brussel Sprouts
Cabbage
Cauliflower
Chili peppers
Collards
Kale
Okra
Peppers, sweet
Potatoes, white
Spinach
Sweet potatoes
Tomatoes
Tomato juice, paste or puree
Turnip greens
Turnips

Fruits

Cantaloupe
Grapefruit
Grapefruit juice
Oranges
Orange juice
Raspberries
Strawberries
Tangerines

Appendix I

Iron—Serve as often as possible.

Meat/Meat Alternates

Dried beans, peas, legumes

Eggs

Meat in general, especially liver and other organ meats

Peanut butter

Shellfish

Turkey

Tuna

Bread/Bread Alternates

All enriched, whole grain or fortified bread and bread alternates

Vegetables

Bean sprouts

Dark, green leafy: beet greens, chard, collards, kale, mustard greens, parsley, spinach, turnip greens

Dried beans, peas, legumes

Parsnips

Peas, green

Potatoes (baked)

Squash, winter

Sweet potatoes

Tomato juice, paste, puree, sauce

Tomatoes (canned)

Vegetable Juice (canned)

Fruits

Apricots

Dried fruits: apples, apricots, dates, figs, peaches, prunes, raisins

GRAINS/BREADS MINIMUM PORTION SIZES FOR TRADITIONAL AND FOOD BASED MEAL PATTERNS¹

GROUP A	MINIMUM SERVING SIZE FOR GROUP A
<ul style="list-style-type: none"> • Bread type coating • Bread sticks (hard) • Chow mien noodles • Crackers (saltines and snack crackers) • Croutons • Pretzels (hard) • Stuffing (dry) Note: weights apply to bread in stuffing. 	1 serving = 20 gm or 0.7 oz. ¾ serving = 15 gm or 0.5 oz. ½ serving = 10 gm or 0.4 oz. ¼ serving = 5 gm or 0.2 oz.
GROUP B	MINIMUM SERVING SIZE FOR GROUP B
<ul style="list-style-type: none"> • Bagels • Batter type coating • Biscuits • Breads (white, wheat, whole wheat, French, Italian) • Buns (hamburger and hot-dog) • Crackers (graham crackers – all shapes, animal crackers) • Egg roll skins • English muffins • Pita bread (white, wheat, whole wheat) • Pizza crust • Pretzels (soft) • Rolls (white, wheat, whole wheat, potato) • Tortillas (wheat or corn) • Tortilla chips (wheat or corn) • Taco shells 	1 serving = 25 gm or 0.9 oz. ¾ serving = 19 gm or 0.7 oz. ½ serving = 13 gm or 0.5 oz. ¼ serving = 6 gm or 0.2 oz.
GROUP C	MINIMUM SERVING SIZE FOR GROUP C
<ul style="list-style-type: none"> • Cookies² (plain) • Cornbread • Corn muffins • Croissants • Pancakes • Pie crust (dessert pies², fruit turnovers³, and meat/meat alternate pies) • Waffles 	1 serving = 31 gm or 1.1 oz. ¾ serving = 23 gm or 0.8 oz. ½ serving = 16 gm or 0.6 oz. ¼ serving = 8 gm or 0.3 oz.

¹Some of the following foods, or their accompaniments may contain more sugar, salt and/or fat than others. This should be a consideration when deciding how often to serve them.

²Allowed only for desserts under the enhanced food-based menu planning alternative specified in §210.10 and supplements (snacks) under NSLP, SFSP, and CACFP.

³Allowed for desserts under the enhanced food-based menu planning alternative specified in §210.10 and supplements (snacks) served under the NSLP, SFSP, and CACFP, and for breakfast served under the SBP, SFSP and CACFP.

Appendix II

GROUP D	MINIMUM SERVING SIZE FOR GROUP D
<ul style="list-style-type: none"> Doughnuts³ (cake and yeast raised, unfrosted) Granola bars³ (plain) Muffins (all, except corn) Sweet roll³ (unfrosted) Toaster pastry³ (unfrosted) 	1 serving = 50 gm or 1.8 oz. $\frac{3}{4}$ serving = 38 gm or 1.3 oz. $\frac{1}{2}$ serving = 25 gm or 0.9 oz. $\frac{1}{4}$ serving = 13 gm or 0.5 oz.
GROUP E	MINIMUM SERVING SIZE FOR GROUP E
<ul style="list-style-type: none"> Cookies² (with nuts, raisins, chocolate pieces and/or fruit purees) Doughnuts³ (cake and yeast raised, frosted or glazed) French toast Grain fruit bars³ Granola bars³ (with nuts, raisins, chocolate pieces and/or fruit) Sweet rolls³ (frosted) Toaster pastry³ (frosted) 	1 serving = 63 gm or 2.2 oz. $\frac{3}{4}$ serving = 47 gm or 1.7 oz. $\frac{1}{2}$ serving = 31 gm or 1.1 oz. $\frac{1}{4}$ serving = 16 gm or 0.6 oz.
GROUP F	MINIMUM SERVING SIZE FOR GROUP F
<ul style="list-style-type: none"> Cake² (plain, unfrosted) Coffee cake³ 	1 serving = 75 gm or 2.7 oz. $\frac{3}{4}$ serving = 56 gm or 2 oz. $\frac{1}{2}$ serving = 38 gm or 1.3 oz. $\frac{1}{4}$ serving = 19 gm or 0.7 oz.
GROUP G	MINIMUM SERVING SIZE FOR GROUP G
<ul style="list-style-type: none"> Brownies² (plain) Cake² (all varieties, frosted) 	1 serving = 115 gm or 4 oz. $\frac{3}{4}$ serving = 86 gm or 3 oz. $\frac{1}{2}$ serving = 58 gm or 2 oz. $\frac{1}{4}$ serving = 29 gm or 1 oz.
GROUP H	MINIMUM SERVING SIZE FOR GROUP H
<ul style="list-style-type: none"> Barley Breakfast cereals (cooked)⁴ Bulgur or cracked wheat Macaroni (all shapes) Noodles (all varieties) Pasta (all shapes) Ravioli (noodle only) Rice (enriched white or brown) 	1 serving = $\frac{1}{2}$ cup cooked (or 25 gm dry)
GROUP I	MINIMUM SERVING SIZE FOR GROUP I
<ul style="list-style-type: none"> Ready to eat breakfast cereal (cold dry)⁴ 	1 serving = $\frac{3}{4}$ cup or 1 oz, whichever is less

⁴Refer to program regulations for the appropriate serving size for supplements served to children aged 1 through 5 in the NSLP; breakfast served under the SBP and meals served to children ages 1 through 5 and adult participants in the CACFP. Breakfast cereals are traditionally served as a breakfast menu item but may be served in meals other than breakfast.

GRAINS/BREADS SERVING EQUIVALENTS
FROM USDA'S *QUANTITY RECIPES FOR SCHOOL FOOD SERVICE*
AND A *TOOL KIT FOR HEALTHY SCHOOL MEALS*

Recipe	Recipe #	Grains/Breads Serving Equivalents¹
Grains/Breads		
Baking Powder Biscuits	B-4	1 $\frac{3}{4}$ *
Banana Bread Squares	B-5	1
Bread Stuffing	B-6	1 $\frac{1}{2}$
Brown Bread	B-7	$\frac{3}{4}$ **
Cinnamon Rolls	B-8	2
Cornbread	B-9	1
Fried Rice	B-10	1
Italian Bread	B-11	2 $\frac{1}{4}$ *
Muffin Squares	B-12	1
Pancakes	B-13	1
Pizza Crust	B-14	2
Pourable Pizza Crust	B-15	2
Rolls (Yeast)	B-16	2
Spanish Rice	B-17	$\frac{1}{2}$
Sweet Potato-Prune Bread	B-18	1
White Bread	B-19	1 $\frac{1}{4}$
Oatmeal Muffin Square	B-20	$\frac{3}{4}$ **
Orange Rice Pilaf	B-21	1
Brown Rice Pilaf	B-22	1
Rice-Vegetable Casserole	B-23	$\frac{3}{4}$
Desserts ²		
Apple Cobbler	C-1	$\frac{1}{2}$ ***
Apple Crisp	C-2	$\frac{3}{4}$ ***
Applesauce Cake	C-3	1***

¹Based on revised recipe calculation method and Instruction 783-1 Revision 1 - Grains/Breads Requirement

²Only one dessert per day may be creditable under Food Based Menu Planning Option

Appendix II

Recipe	Recipe #	Grains/Breads Serving Equivalents ¹
Brownies	C-4	1/2***
Carrot Cake	C-5	1***
Cherry Cobbler	C-6	1/2***
Cherry Crisp	C-7	3/4***
Chocolate Cake	C-8	3/4***
Chocolate Chip Cookies	C-9	1/2***
Oatmeal Cookies	C-10	3/4***
Top Pastry Crust	C-12	1/2***
Bottom Pastry Crust	C-12	1***
Peach Cobbler	C-13	1/2***
Peanut Butter Cookies	C-14	1/2***
Rice Pudding	C-15	1/4***
Spice Cake	C-16	1***
Sweet Potato Pie	C-17	1***
Yellow Cake	C-20	1***
Royal Brownies	C-21	1/2***
Gingerbread	C-23	1 1/4***
New Oatmeal Raisin Cookies	C-25	3/4***
Peanut Butter Bars	C-26	1/2***
New Spice Cake	C-28	1***
Whole Wheat Sugar Cookies	C-30	1***
Chocoleana Cake	C-31	1***
Orange Rice Pudding	C-33	1/2***
Main Dishes		
Beef or Pork Burrito	D-12	1
Beef or Pork Taco	D-13	3/4**
Beef Stew	D-14	1/4***
Beef Tamale Pie	D-15	1**
Chicken or Turkey a la King	D-16	1/4***

Appendix II

Recipe	Recipe #	Grains/Breads Serving Equivalents ¹
Chicken or Turkey and Noodle	D-17	1
Chicken or Turkey Pot Pie	D-19	1 ½*
Country Fried Steak	D-21	½***
Ground Beef and Macaroni	D-22	1
Ground Beef and Spanish Rice	D-23	1
Lasagna with Ground Beef	D-25	¾
Macaroni and Cheese	D-26	1
Meat Loaf	D-27	¼***
Nachos with Ground Beef	D-28	¾**
Oven Fried Chicken	D-29	½***
Pizza with Cheese Topping	D-30	2
Pizza with Beef Topping	D-31	2
Quiche with Self-Forming Crust	D-32	½***
Salisbury Steak	D-33	¼***
Spaghetti and Meat Sauce	D-35	1
Tuna and Noodles	D-37	1
Turkey and Dressing Supreme	D-38	1 ¼*
Chicken Fajitas	D-40	1
Chicken Tomato Bake	D-41	1
Chicken Tetrazzini	D-42	1 ¼*
Beef Taco Pie	D-45	¾
Arroz con Queso	D-48	¾
Vegetable Chili	D-49	¼
Vegetable Lasagna	D-50	1 ¼*
New Macaroni and Cheese	D-51	1 ½*
Salads		
Macaroni Salad	E-7	1
Pasta Salad	E-8	½
Taco Salad	E-10	¾**

Appendix II

Recipe	Recipe #	Grains/Breads Serving Equivalents¹
Tabouleh	E-23	½**
Sandwiches		
Barbecued Beef or Pork on Roll	F-2	2
Egg Salad Sandwich	F-3	2
Pizzaburger on Roll	F-4	2
Sloppy Joe on Roll	F-5	2
Stromboli	F-6	1 ½
Toasted Cheese Sandwich	F-7	2
Tuna Salad Sandwich	F-8	2
Gyro	F-9	1
Soup		
Chicken or Turkey Noodle Soup	H-2	½
Cream of Vegetable Soup	H-3	½***
Thick Vegetable Soup	H-5	½
Cream of Chicken Soup	H-6	¼***
Minestrone	H-7	¼
Vegetables		
Broccoli, Cheese, and Rice Casserole	I-8	¼
Corn Pudding	I-10	¼***
Herbed Broccoli and Cauliflower Polonaise	I-18	¼***
Corn and Green Bean Casserole	I-19	¼***
Breakfast		
Granola	J-1	½**
Breakfast Burrito	J-2	1
Baked French Toast Strips	J-3	1

* Increase from previous grains/breads equivalent ** Decrease from previous grains/breads equivalent

*** Not previously credited for grains/breads

Appendix II

Calculating the *Grains* Contribution In Grains/Breads Crediting

Recipe:

Recipe Number	Recipe Name	Ingredients per 100 Servings	Quantity of grain given in pounds	x grams (454 per lb.)
C-10	Oatmeal Cookies	All purpose flour Baking soda Salt Rolled oats Sugar Brown sugar, packed Ground cinnamon Ground cloves Ground nutmeg (optional) Shortening Butter or margarine Large eggs Vanilla Raisins, plumped (optional)	1 lb 13 oz 1 lb 4 oz	1.81 lb x 454g = 821g 1.25 lb x 454g = 567g

Calculations:

Enriched flour and oatmeal (rolled oats) both contribute toward a serving of Grains/Breads. It takes a different amount of each to be equivalent to a slice of bread. Therefore, the contribution of each is determined separately and then added together.

It requires 14.75 grams of enriched flour to equal one serving of Grains/Breads. It requires 25 grams of dry whole-grain cereal, such as oatmeal, corn meal or grits, bulgur, etc. to equal a serving of Grains/Breads.

Flour: $821 \div 14.75\text{g} = 55$ servings of flour per 100 servings of Oatmeal Cookies

Oats: $567 \div 25\text{g} = 22$ servings of oats per 100 servings of Oatmeal Cookies

Add 55 (flour) + 22 (oats) = 77 servings of Grains/Breads per 100 servings of Oatmeal Cookies

77 ÷ 100 servings = .77 servings of Grains/Breads per Oatmeal Cookies. Round .77 down to the nearest ¼ of a serving: .75

Therefore, 1 Oatmeal Cookie provides a .75 ($\frac{3}{4}$) serving of Grains/Breads

MEAL PATTERNS FOR INFANTS

Infants participating in the National School Lunch or Breakfast Program, under the age of one may be served an infant lunch as specified in the following chart:

Food Components	Ages 0 to 3 months	Ages 4 to 7 months	Ages 8 months to 1 st birthday
Breakfast:			
1. Iron-fortified infant formula or breast milk* or fluid whole milk	4-6 fl. oz.	4-8 fl. oz.	6-8 fl. oz. 6-8 fl. oz.
2. Iron-fortified, dry infant cereal		0-3 Tbsp.	2-4 Tbsp.
3. Fruit and/or vegetable of appropriate consistency**			1-4 Tbsp.
Lunch/Supper:			
1. Iron-fortified infant formula or breast milk* or fluid whole milk	4-6 fl. oz.	4-8 fl. oz.	6-8 fl. oz. 6-8 fl. oz.
2. Iron-fortified, dry infant cereal and/or meat or poultry or fish or egg yolk or cooked dry beans or dry peas or cheese or cottage cheese, cheese food or spread		0-3 Tbsp.	2-4 Tbsp. 1-4 Tbsp. 1-4 Tbsp. ½ - 2 oz. 1-4 oz.
3. Fruit and/or vegetable of appropriate consistency**		0-3 Tbsp.	1-4 Tbsp.
Snack:			
1. Iron-fortified infant formula or breast milk* or fluid whole milk or	4-6 fl. oz.	4-6 fl. oz.	2-4 fl. oz. 2-4 fl. oz.
2. Full-strength fruit juice			2-4 fl. oz.
3. Crusty bread*** or crackers***			0 - ½ slice 0-2

***MEALS CONTAINING ONLY BREAST MILK AND/OR FORMULA DO NOT QUALIFY FOR REIMBURSEMENT.** However, meals containing breast milk or formula served to infants 4 months of age or older may be claimed for reimbursement when the other required meal component(s) is supplied by the caregiver.

Juice does **not fulfill the fruit/vegetable requirement at breakfast, lunch or supper.

***Bread or crackers must be made from whole-grain or enriched meal or flour.

EXEMPTIONS TO RESTRICTED FOODS

The following list of food items are exempt from the restricted competitive foods list on page 17, but they are still considered noncreditable foods. These exemptions mean that the products listed below may be sold during the meal period in a school food service area but do not count toward the meal requirements. The United States Department of Agriculture Food and Consumer Service does not approve or endorse these products.

The product name and list of ingredients in each product are listed below the company name. Several companies produce similar products that are not exempt and are, therefore, considered restricted competitive foods. Please be aware that the similar products or a family of products are not exempt unless specifically stated.

The Popcorn Explosion

◇ **Peanut Butter Honey Popcorn**

Ingredients: Roasted peanuts, popcorn, brown sugar, water, butter, honey, corn syrup solids, natural flavor

Knudson and Sons, Inc.

◇ **Orange Passionfruit Spritzer**

Ingredients: Sparkling water, white grape, passionfruit and orange juice concentrates, natural flavors

◇ **Orange Spritzer**

Ingredients: Sparkling water, concentrated white grape and orange juices, natural flavor

◇ **Jamaican Style Lemonade Spritzer**

Ingredients: Sparkling water, white grape and lemon juice concentrates, natural flavors

◇ **FJ FIZZ -- Grape flavored sparkling fruit juice beverage from concentrates**

Ingredients: Sparkling water, concentrated white grape and concord grape juice, concentrated acerola cherry puree, natural flavors

◇ **FJ FIZZ -- Cherry flavored sparkling fruit juice beverage from concentrates**

Ingredients: Sparkling water, concentrated apple, cherry pineapple and plum juices, natural flavors, concentrated acerola cherry puree

◇ **FJ FIZZ -- Strawberry flavored sparkling fruit juice beverage from concentrates**

Ingredients: Sparkling water, concentrated white grape, apple, strawberry and pineapple juices, concentrated acerola cherry puree, natural flavors, grape skin extract (for color)

◇ **FJ FIZZ -- Raspberry flavored sparkling fruit juice beverage from concentrates**

Ingredients: Sparkling water, concentrated white grape and raspberry juices, natural flavors, concentrated acerola cherry puree.

Appendix IV

◇ **FJ FIZZ -- Orange flavored sparkling fruit juice beverage from concentrates**

Ingredients: Sparking water, concentrated white grape, orange and apple juices, orange oil

◇ **FJ FIZZ -- Cherry cola flavored sparkling fruit juice beverage from concentrates**

Ingredients: Sparking water, concentrated white grape and cherry juices, natural flavors, concentrated acerola cherry puree

Great Brands of Canada, Inc.

◇ **Sparkling Spring Water With Natural Flavors (Strawberry, Black Cherry, Raspberry, Peach Orange, Watermelon, Lemon Lime)**

Ingredients: spring water, high fructose corn syrup, citric acid, concentrated fruit juice (Caribbean cherry and/or kiwi), natural flavors, sodium benzoate, potassium sorbate (as a preservative), ascorbic acid (as antioxidant), carbon dioxide.

Farley Foods, USA

◇ **Farley's THE ROLL Cherry Fruit Roll slp**

Ingredients: Fruit (pears, oranges, cherries) sucrose, maltodextrin, partially hydrogenated vegetable oil (cottonseed, soybean), malic acid, citric acid, glycerol monostearate, natural and artificial flavor, pectin, ascorbic acid (vitamin C), alphatocopherol acetate (vitamin E), beta carotene (vitamin A), red 40

◇ **Farley's THE ROLL Strawberry Fruit Roll slp**

Ingredients: Fruit (pears, oranges, strawberries) sucrose, maltodextrin, partially hydrogenated vegetable oil (cottonseed, soybean), malic acid, citric acid, glycerol monostearate, natural and artificial flavor, pectin, ascorbic acid (vitamin C), alphatocopherol acetate (vitamin E), beta carotene (vitamin A), red 40

General Mills, Inc.

◇ **Fruit by the Foot (*Special Edition*) -- Color by the Foot, Triple Fruit Punch**

Ingredients: orange juice from concentrate, grapes from concentrate, sugar, maltodextrin, pears from concentrate, corn syrup, partially hydrogenated cottonseed oil, carrageenan, citric acid, monoglycerides, sodium citrate, malic acid, acetylated mono and diglycerides, xanthan gum, vitamin C (ascorbic acid), locust bean gum, natural flavor, potassium citrate, yellow 5, red 40, blue 1

◇ **Fruit by the Foot (*Special Edition*) -- Strawberry Punch Fruit by the Foot**

Ingredients: Orange juice from concentrate, grapes from concentrate, sugar, maltodextrin, corn syrup, strawberries, partially hydrogenated cottonseed oil, carrageenan, citric acid, natural and artificial flavor, monoglycerides, sodium citrate, malic acid, acetylated mono and diglycerides, xanthan gum, vitamin C (ascorbic acid), locust bean gum, potassium citrate, red 40

Appendix IV

◇ **Fruit Roll-Ups (*Special Edition*) -- Strawberry Punch Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, strawberries, partially hydrogenated cottonseed oil, citric acid, sodium citrate, natural flavor, pectin, monoglycerides, malic acid, vitamin C (ascorbic acid), red 40

◇ **Fruit Roll-Ups (*Special Edition*) - Crazy Color Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, partially hydrogenated cottonseed oil, citric acid, sodium citrate, pectin, monoglycerides, malic acid, vitamin C (ascorbic acid), natural flavor, yellow 5, red 40, blue 1

◇ **Fruit Roll-Ups (*Special Edition*) - Screamin' Green Hot Color Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, partially hydrogenated cottonseed oil, citric acid, sodium citrate, pectin, monoglycerides, malic acid, vitamin C (ascorbic acid), natural flavor, high fructose corn syrup, yellow 5, blue 1, and other color added

◇ **Fruit Roll-Ups (*Special Edition*) - Electric Yellow Hot Color Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, partially hydrogenated cottonseed oil, citric acid, sodium citrate, pectin, monoglycerides, malic acid, vitamin C (sodium ascorbate), natural flavor, high fructose corn syrup, yellow 5 and other color added

◇ **Fruit Roll-Ups (*Special Edition*) - Sizzling Red Hot Color Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, partially hydrogenated cottonseed oil, citric acid, sodium citrate, pectin, monoglycerides, malic acid, vitamin C (ascorbic acid), natural flavor, high fructose corn syrup, red 40 and other color added

◇ **Fruit Roll-Ups (*Special Edition*) - Tropical Cherry Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, partially hydrogenated cottonseed oil, citric acid, sodium citrate, pectin, monoglycerides, malic acid, vitamin C (ascorbic acid), natural flavor, red 40

◇ **Fruit Roll-Ups (*Special Edition*) - Blazin' Blue Hot Color Fruit Roll-Up**

Ingredients: Pears from concentrate, maltodextrin, orange juice from concentrate, sugar, corn syrup, partially hydrogenated cottonseed oil, citric acid, sodium citrate, pectin, monoglycerides, malic acid, vitamin C (ascorbic acid), natural flavor, high fructose corn syrup, blue 1 and other color added

◇ **Fruit String Thing (*Special Edition*) – Sneaky Stripes - Double Berry Punch Flavored**

Ingredients: Orange juice from concentrate, grapes from concentrate, sugar, corn syrup, modified corn starch, pears from concentrate, dried corn syrup, partially hydrogenated cottonseed oil, citric acid, carrageenan, sodium citrate, monoglycerides, malic acid, vitamin C (ascorbic acid), high fructose corn syrup, potassium citrate, natural flavor, yellow 6, blue 1

Appendix IV

◇ **Fruit String Thing (*Special Edition*) – Strawberry Punch**

Ingredients: Orange juice from concentrate, grapes from concentrate, corn syrup, sugar, modified corn starch, pears from concentrate, dried corn syrup, partially hydrogenated cottonseed oil, citric acid, carrageenan, sodium citrate, monoglycerides, malic acid, vitamin C (ascorbic acid), potassium citrate, natural flavor, red 40

Canada Pure Water Company LTD

◇ **Sparkling Refreshers – Natural Wildberry Flavor**

Ingredients: Concentrated strawberry juice, spring water from Canada, natural flavors, citric acid, potassium sorbate (to preserve freshness), CO₂

◇ **Sparkling Refreshers – Black Cherry/Peach/Natural Lemon/Natural Lime/Natural Orange/Raspberry Flavor**

Ingredients: Red Cherry/Peach/Lemon/Lime/Orange/Raspberry Concentrate, carbonated spring water from Canada, fructose, citric acid, potassium benzoate (to preserve freshness)

Clearly Canadian Beverage Corporation

◇ **Quenchers – Grape, Apple, Tropical Lime, Fruit & Berry**

Ingredients: Carbonated water, high fructose corn syrup, natural flavor, concentrated kiwi juice, citric acid, sodium benzoate (to conserve freshness).

Brach & Brock Confections, Inc.

◇ **Hi-C® Fruit Snack**

Ingredients: Fruit juice concentrates (orange, grape, strawberry, apple, cherry, and lemon), corn syrup, sugar, gelatin, sorbitol, malic acid, ascorbic acid, (vitamin C), sodium citrate, natural and artificial flavors, mineral oil, carnauba wax, red 40, yellow 6, yellow 5, blue 1.

North Face Beverages

◇ **SPLASH Thirst Quencher**

All flavors contain carbonated spring water, fructose, corn syrup, citric acid, natural flavors, sodium benzoate, potassium sorbate, **in addition to:**

Cherry – lemon, orange, cherry and grape juice concentrates, red 40.

Appendix IV

Lemon Lime – lemon and lime juice concentrates, yellow 5, blue 1.

Grapefruit – grapefruit juice concentrate, potassium citrate.

Mountainberry – lemon, grape, strawberry and raspberry juice concentrates, red 40.

Orange – orange and lemon juice concentrates, potassium citrates, yellow 6.

Strawberry-Kiwi – lemon, kiwi, strawberry and grape juice concentrates, red 40.

Eastside Beverage Company

◇ **Sparkling Spring Water Fruit Beverage**

Orange Passion Fruit – carbonated natural spring water, concentrated orange and passionfruit juices, high fructose corn syrup, natural passionfruit flavor, natural orange flavor, with other natural flavors.

Red Raspberry – carbonated natural spring water, concentrated grape, peach, lemon, and raspberry juices, natural raspberry flavor, high fructose corn syrup, with other natural flavors.

Strawberry Kiwi – carbonated natural spring water, concentrated strawberry and kiwi juices, high fructose corn syrup, natural strawberry and kiwi flavors, with other natural flavors.

Wild Blackberry – carbonated natural spring water, concentrated grape and blackberry juices, high fructose corn syrup, natural blackberry flavor, with other natural flavors.

Pink Grapefruit – carbonated natural spring water, concentrated grapefruit and grape juices, high fructose corn syrup, natural grapefruit flavor, with other natural flavors.

The United States Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.
